

**Town of Chesterfield  
Board of Selectmen  
MINUTES  
September 17, 2015**

**CALL TO ORDER**

Vice Chairman Jon McKeon called the meeting to order at 6:00 p.m. Others in attendance were Brad Roscoe, Dan Cotter and Rick Carrier, Town Administrator.

• **Board of Selectmen Vacancy**

McKeon noted that with the opening position on the selectboard, he brought forward the name of Dan Cotter for the position. Cotter has been a prior member of the selectboard and has been serving on the Budget Committee. McKeon noted that Cotter would be a great asset to the board with his budgeting and facilities knowledge. Roscoe stated that he approves of having Cotter serve on the board. John Koopmann also noted that he and Jeff Scott highly support Cotter to serve on the board.

*McKeon moved to appoint Dan Cotter to the open selectboard seat. Roscoe seconded the motion, which passed unanimously.*

The board signed the appointment document approving Cotter's position to the board. Cotter noted that he is officially resigning his position from the Budget Committee and he will be presenting his resignation in writing. Dan Cotter was sworn in to serve on the Board of Selectmen.

**FOR SIGNATURE**

- Manifest #38
- Selectmen Minutes – September 9, 2015
- Lion's Club Correspondence – Welcome to Chesterfield sign
- Yield Tax Certification – Gladke
- Yield Tax Warrant
- Property Tax Abatement – Lathrop/Town of Chesterfield Property
- Conservation Commission Grant Support Letter

**APPOINTMENTS**

• **6:15 p.m. Melisa Briggs – Health Trust**

Melisa Briggs and Bill Biron gave a presentation overview of the Heath Trust options for the employee health plans for 2016 with options of reducing costs to the town. Briggs and Biron will come back in the fall of 2015 to present the guarantee rates for 2016.

- **7:00 p.m. Bill Hutwelker, Dan Ketola – Bonding for Gateway Preserve**

Present: Bill Hutwelker, Dave Bergeron & Dan Ketola, Prospective Buyer of Gateway Preserve

The board and Ketola, along with his representatives, discussed bonding of the four phases of the Gateway Preserve development on Route 63, currently owned by Charles Donahue. The development will consist of 13 duplexes, with a total of 26 one-story units on the 80 acre parcel. McKeon noted that the bond is for the entire construction and an independent engineer will be overseeing the process.

- **7:30 p.m. John Koopmann – Forest Avenue**

Koopmann stated that he wanted to reiterate that there would be no driveway permit given off Forest Avenue. McKeon replied that a driveway permit has already been given to the property owner to access one lot, after receiving the recommendation from town counsel.

## **FOR DISCUSSION**

- **Suggestion Box**

There were no suggestions in the suggestion box.

- **Selectboard Committee Organization**

Cotter will become the new selectboard representative for the Spofford Fire Precinct, Parks and Recreation Commission and the Budget Committee. McKeon will become the selectboard representative to the Zoning Board of Adjustment.

- **Town Car Bid**

*Roscoe moved to sell the town car to the only bidder at \$307 and authorize Carrier to sign the title over to the purchaser. Cotter seconded the motion, which passed unanimously.*

- **Town Buildings Snow Removal Position**

The board requested to reach out to Tim Scanlon, who filled that position through the end of the last snow season.

- **Budgeting for Buildings in 2016**

The board reviewed a spreadsheet of numbers from previous budgets for town owned buildings. McKeon asked how the board wanted to fund out the budgeting by choosing a manageable timeline. The CRF/Expendable Trust will be presented at the town meeting. This discussion will be on next week's agenda.

- **2015 Revenues & Fund Balance for Tax Rate**

Carrier reported that the new tax rate should be available in approximately three weeks.

- **Spofford Lake Association Septic Inspections**

Carrier noted that the Spofford Lake Association has asked to meet with the Board of Selectmen on October 1 to discuss the protection of the lake, to include septic inspections.

Carrier spoke with John Egan, Community Development Director of Meredith, who informed Carrier of how the process was handled on septic system issues at Lake Waukegan in 2013. McKeon reminded the board that Spofford Lake is an important asset to Chesterfield.

- **Intent to Cut - Dennen**

The board reviewed a copy of Andrew Dennen's intent to cut in Swanzey. Dennen will be cutting in Chesterfield and Swanzey. Roscoe noted that the Swanzey side road conditions would be reviewed and a report will be presented to the board before determining approval the use of Chesterfield's town roads of the wood cut in Swanzey. Approval and bonding requirements will be discussed at the next board meeting.

- **Town Property Request to Purchase**

A resident has requested the purchase of an 8.5 acre undeveloped parcel located on Old Swanzey Road, which is owned by the town. Carrier noted that the parcel is accessed for \$26,200. The board will review the parcel before making a determination of putting the property out to bid.

- **Safety Committee Membership**

*McKeon moved to have Chris Lord and Duane Chickering fill the open positions on the Safety Committee. Cotter seconded the motion, which passed unanimously.*

- **ZBA Volunteer Letter of Interest**

Christopher Ott has expressed an interest to serve on the Zoning Board of Adjustment. He will be invited to meet with the Selectmen.

## **OLD BUSINESS**

Wares Grove Cottage: Keene Gas Company called to report that two tanks were left at the cottage and they would like approval to pick them up. The board approved to have them removed. Cotter will work with P&R Committee for repairs to the building.

Town Center Tree Committee: Roscoe announced he will work on the tree inventory on the conditions of the trees and the species of trees.

OEM Sirens: McKeon noted that the sirens will become the responsibility of the town after Vermont Yankee closes down. The maintenance has been funded through the end of 2017.

Number Display Ordinance: The ordinance has been updated to read that the street numbers be no less than four inches in height. The ordinance will be on the town warrant in March 2016.

Economic Development Committee: The selectboard has been invited to attend the business forum for the EDC on September 24 from 5:30 to 7:00 p.m. at Peoples Bank. The weekly selectboard meeting will start at 7:00 p.m. to allow board members to attend.

## **ZONING ISSUES**

Ring: 29 Wildwood Road – There is an interested party who is interested in purchasing the property. Legal counsel will be contacted for more information on steps to take.

**OTHER BUSINESS**

*Cotter moved to elect Jon McKeon as chairman of the selectboard. Roscoe seconded the motion which passed unanimously.*

*Cotter moved to elect Brad Roscoe as vice chair of the selectboard. McKeon seconded the motion, which passed unanimously.*

Roscoe reported that he was served a summons this week by the Sheriff's Department for the FairPoint abatement appeal for the poll pole tax (amended October 1<sup>st</sup>). The town clerk was also served with the summons. Town council has been notified.

Roscoe has been attending the Hazard Mitigation Committee meetings being facilitated by the Southwest Regional Planning Commission.

Roscoe is trying to locate Carol Miller from Rindge as a contact person for broadband issues.

John Koopmann contacted Chet Greenwood to discuss the construction of a house in a wetlands area on Glebe Road. Koopmann stated that there is no real definition as to of where the wetland begins and where it ends. Koopmann suggested that a wetland expert be contacted for a second opinion as to how to determine the demarcation of the wetland areas.

*McKeon moved to go into nonpublic for RSA 91-A:3 II (a&c). Roscoe seconded the motion, which passed unanimously.*

*McKeon moved to adjourn from Non-public session and seal the minutes. The motion was seconded by Roscoe, which carried.*

*With no other business to conduct, Roscoe moved to adjourn at 10:15 p.m. The motion was seconded by McKeon, which carried.*

Respectfully submitted,

Patricia Grace, Secretary to the Selectboard

Approved by:

\_\_\_\_\_  
Jon P. McKeon, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brad Roscoe

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dan Cotter

\_\_\_\_\_  
Date